



**CENTRAL
DISTRICT
HEALTH
DEPARTMENT**

MAIN OFFICE • 707 N. ARMSTRONG PL. • BOISE, ID 83704-0825 • (208) 375-5211 • FAX 327-8500

"To improve the health of our communities by identifying sustainable solutions to community health issues, developing partnerships for implementation of strategies, and demonstrating our success through measurement of outcomes."

**Central District Health Department
Board of Health Minutes
707 N. Armstrong Place, Boise, Idaho
Friday, February 11, 2011**

Board Members:

Steven F. Scanlin, JD, Chair (Absent)
Betty Ann Nettleton, RN, V-Chair/Trustee
Commissioner Ray Moore

Dr. Ted Epperly, MD
Commissioner Arlie Shaw

Dr. Jane Young, DNP (Absent)
Commissioner Terry Day

Guest:

Nicole Ramella
Tiffany Brackus

Christa Brooks

Jennifer Taylor

Staff:

Russell A. Duke, Director/Board Secretary
Rob Howarth

Cindy Trail
Nikki Sakata

Meghan Calaway
Donna Mahan

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Call Central District Health Department (CDHD) Board of Health Meeting to Order – Betty Ann Nettleton
Vice Chair Betty Ann Nettleton called the CDHD Board of Health meeting to order at 8:32 a.m.

New Board Member Introductions – Betty Ann Nettleton

We welcomed both Commissioner Arlie Shaw of Elmore County and Commissioner Ray Moore of Valley County to the Board of Health.

Septic Permit Appeal – Russell Duke

Russell Duke informed the Board of Health that the Septic Tank Appeal scheduled to come before the Board was cancelled. CDHD had originally denied a septic permit application, which then had been appealed in accordance with IDAPA 48.08.01 *Rules Governing Appeal from Administrative Decision and Request for Hearing*. After denying the permit again, we became aware of guidelines used by the Department of Environmental Quality (if the cost to connect to the a city sewage system is greater than 200% of the cost of installing a septic tank, a septic tank is permitted). We were able to approve a septic permit after reviewing and verifying the estimates submitted by the client.

Action on Board Minutes for December 10, 2010 – Betty Ann Nettleton

Motion: Dr. Ted Epperly moved to approve the Board of Health minutes for December 10, 2010; Commissioner Terry Day seconded; no further discussion; all in favor; motion carried unanimously.

Serving Valley, Elmore, Boise, and Ada Counties

Ada / Boise County Office
707 N. Armstrong Pl.
Boise, ID 83704
Enviro. Health: 327-7499
Reproductive Health: 327-7400
Immunizations: 327-7450
WIC: 327-7488
FAX: 327-8500

Elmore County Office
520 E. 8th St. North
Mountain Home, ID 83647
Enviro. Health: 587-9225
Family Health: 587-4407
WIC: 587-4409
FAX: 587-3521

Valley County Office
703 N. 1st St.
McCall, ID 83638
Ph. 634-7194
FAX: 634-2174

FY 2011 – Budget Revision – Meghan Calaway

The FY 2011 budget revision was presented reflecting several key changes: Reduction in fees based on the decline in paying clients, Communicable Disease Control/Public Health Preparedness contracts containing pass through funding, and an increase in Environmental Health fees collected and pass through contract funds. We also received additional contracts along with salary and benefit savings. At this point, no approved reserve account moneys have been used.

Motion: Dr. Ted Epperly made a motion to approve the proposed FY 2011 Budget Revision; Commissioner Arlie Shaw seconded; no further discussion; all in favor; motion carried unanimously.

Financial Report: FY 2011 – July through December Budget to Actual – Meghan Calaway

The “Budget to Actual” report for July through December was reviewed. For Revenue, fees are currently at 58%; contracts are at 50%; and other revenue is at 61%. For Expenditures, personnel costs are under spent by 2.1% (\$142,986). Overall Expenditures are at 44%. Capital Outlay based on revised budget is \$236,230. We are in good shape at this point.

Revised CDHD District Reserve Fund Policy – Russell Duke

Based on the recommendation of the Legislative Services Office, Russell Duke proposed that we change the title of our “Contingency Fund” to “Public Health Emergency Fund” to provide clarification to the public on the specific usage of this funding source defined on the CDHD District Reserve Fund Policy.

Motion: Dr. Ted Epperly made a motion to approve changing the “Contingency Fund” title to the “Public Health Emergency Fund”; Commissioner Ray Moore seconded; no further discussion; all in favor; motion carried unanimously.

FY 2011 – 2016 Strategic Plan with New Mission Statement – Russell Duke

Russell Duke presented to the Board of Health the final FY 2011 – 2016 CDHD Strategic Plan including the new mission statement “to improve the health of our communities by identifying and assuring sustainable solutions to community health issues.” Dr. Epperly asked that we provide quarter reports using a color system (green-on target; yellow-problem; red-in trouble) to identifying at-a-glance where we are in meeting our goals and objectives.

Motion: Commissioner Arlie Shaw made a motion to approve the FY2011 – 2016 CDHD Strategic Plan and the new mission statement as presented; Dr. Ted Epperly seconded; no further discussion; all in favor; motion carried unanimously.

Break – Betty Ann Nettleton**Board of Pharmacy Proposed Legislation - Russell Duke**

The Board of Pharmacy has requested a letter of support from our Board for House Bill 0001, which they reviewed for approval. This bill may be amended by changing the language to take out Schedule V drugs. After some discussion, the Board does support limited prescriptive authority in prescribing and administering vaccines to patients in order to increase immunization rates in Idaho; however, Russ was asked to check with the Idaho Medical Association and the Idaho Nursing Association to make sure they are not in opposition of this bill. If these two groups are okay with this bill, District IV’s Board of Health will send a letter of support.

Tobacco Tax – Letters to the Editor – Russell Duke

Both Russell Duke and Dr. Ted Epperly participate on an American Cancer Society led coalition to support a tobacco tax increase. Representative Lake has agreed to sponsor a bill, which has not yet been printed. The proposed increase for Idaho’s tobacco tax is \$1.25. If Board of Health members independently would like to support this bill, draft letters

were provided. The concept of a tobacco tax increase was a resolution passed unanimously at last year's annual Idaho Association of Local Boards of Health meeting.

Quality Improvement (QI) Report – Cindy Trail

Knowing a goal of a national voluntary accreditation program is to improve and protect the health of the public by advancing the quality and performance of both state and local public health departments including Boards of Health, the CDHD management team attended a quality improvement training where three projects were established: Increase WIC Immunization Rates, Child Care QI Improvement Project, and Improve Strategic Planning Process. Our Reproductive Health Manager, Lorraine Fortunati, used this new tool (QI) to identify four key areas to work on, which were appointment scheduling, dispensing medications, client confidentiality, and outreach. All projects have seen improvement as a result of implementing this new process: Plan, Do, Study, Act Method.

Drinking Human Blood: Cultural Norm or Current Fad? – Nikki Sakata

At the request of the Board, Nikki Sakata reported on a new trend occurring in our district among teens and young adults where they are consuming human blood at bars, parties, and other venues. This behavior goes back to at least the 17th century. There seems to be two primary groups currently practicing vampirism today, which are as follows:

1. The Sanguinarians are people who practice vampirism as part of their cultural beliefs and norms and tend to be more informed of the dangers associated with consumption of human blood.
2. Non-Sanguinarians are those engaging in the current fad today and seem to be drawn into the practice by the sensationalism of the popular media. They tend to be uneducated on potential health risks associated with the behavior.

Reproductive Health Report: Number of Clients and Source of Income – Cindy Trail

As requested by the Board, Cindy Trail presented a report reflecting client participation, payment sources, and revenue for the past two years in our Reproductive Health Department. We continue to see an increase in the number of no pay clients and partial fee clients we serve with a reduction in insurance paying clients. We have also seen a reduction in the number of clients we serve. All of this has led to a reduction in revenue. Our reproductive health team is focus on improving the numbers of clients served and increasing revenue by concentrating on different mediums of outreach and improving efficiencies in overall practices.

Trustee Update – Betty Ann Nettleton

It has been a quiet legislative year for public health other than the two major bills we have focused on, pharmacy and tobacco tax, which were discussed earlier.

Director's Report – Russell Duke

NALBOH 2011 Tobacco Tax Presentation

Staff from the National Association of Local Boards of Health (NALBOH), who have been closely monitoring Idaho's activity on increasing the state tobacco tax, have approached Steve about working with them to have the subject presented at NALBOH's annual meeting hosted in Coeur d'Alene in September. If you plan to attend, please think about this opportunity to co-present with Steve.

Reproductive Health and Immunization Conferences

Russ will be attending two conferences between March and May. The first conference is a reproductive health conference in Washington, D.C. from March 27-30. As a representative of the National Association of County and City Health Officials' Immunization Work Group, Russ will be attending a meeting on May 4 and 5, which is also in Washington, D.C.

United States Department of State Response Letter

We received a response from the United States Department of State regarding our request for them to reconsider a recent policy change eliminating the requirement for HIV screening for immigrants and refugees prior to coming to the United States. No changes will be made to the policy.

Executive Session – Betty Ann Nettleton

Motion: Commissioner Ray Moore made a motion to go into Executive Session, under Idaho Code 67-2345 (b), for the purpose of discussing personnel matters by roll call. Commissioner Terry Day seconded the motion. The motion was carried unanimously by roll call vote individually – Commissioner Arlie Shaw, Commissioner Terry Day, Commissioner Ray Moore, and Betty Ann Nettleton.

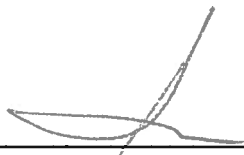
Discussion in executive session resulted in no action taken.

Adjournment – Betty Ann Nettleton

No further business was brought before the board. Meeting adjourned at 12:18 p.m.

Motion: Commissioner Terry Day made a motion to adjourn the meeting; Commissioner Ray Moore seconded; no further discussion; all in favor; motion carried unanimously.

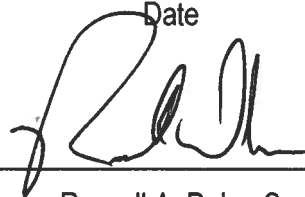
Respectfully submitted:



Steven F. Scanlin, Chairman

4/8/11

Date



Russell A. Duke, Secretary